



Getting started
Home page overview and logging in

Overview

Home page



Search

A search box appears at the top of every page in Scootle. You can search all of the learning content in the repository using single or multiple keywords, or exact phrases.

Navigation bar

This Navigation bar provides easy access to the various ways of finding content on Scootle. Its function is discussed on page 6.

Browse by topic

Here, you can browse content by selecting a topic.

Popular search terms

The most popular searches performed by other Scootle users are listed here.

New digital curriculum resources

Here, you can easily see what has been added recently. Use the green arrows in the top right-hand corner to move through these resources.

Resource spotlight

This section describes new features and functions, as well as new types of Scootle resources as they become available. To stop the moving slide show select one of the five dots in the bottom right-hand corner.

Scootle awards

Scootle won two Learning Impact awards in 2009. Select these icons to learn more.



Utility navigation

The utility navigation appears at the top of every page. It is the home base for logging in and out, and accessing your account page. More detail is provided on page 6.

Resource types

By selecting any one of these content icons you can choose the type of content you wish to see. More detail is provided on page 6.

New to Scootle?

If you have never used Scootle before this is an excellent place to start. More detail is provided on page 6.

What others are using

Here, you can see what items of content other people are using. Selecting one will take you to it.

Scootle's on Twitter!

Scootle's most recent Twitter updates are displayed here. You can use the **Follow us on Twitter** link to view Scootle's Twitter page. If you have a Twitter account, you can also follow Scootle by using this link.

Hot topic

This content changes frequently, always focusing on a topic that is currently of importance or interest.

Featured content

This area displays featured content. It is also updated frequently.

Overview

Home page functions



This page explains in detail the home page functions referred to on page 5.

Utility navigation

Login allows you to login to Scootle.

Student PIN access is used by students to access learning paths created by teachers.

My dashboard is the first page you see when you login. It gives you access to your account details and your learning paths.

Contact us provides contact details for your school, including an email address for requesting help.

Accessing Scootle displays the conditions of use for Scootle.

Print and email

Use the **Print page** link to print the current page without headers or left-hand navigation.

Use the **Email page** link to send an email containing the URL of the current page and a short message.

Resource types

Learning object gives you access to interactive multimedia resources that support learning of concepts and skills in a range of curriculum areas in the P–12 years.

Image takes you to historical and contemporary digitised photographs, artworks, maps, posters and documents.

Audio takes you to speeches, interviews and songs.

Video gives you short clips from documentaries, advertisements, newsreels, feature films and television programs.

Collection takes you to themed combinations of digital content.

Teacher resource gives you ideas for using digital curriculum resources for teaching and learning.

Assessment resource takes you to interactive tasks that report on student performance.

New to Scootle?

New features gives you a run-down of the features that are new to this version of Scootle.

Scootle News is the latest edition of the Scootle newsletter.

Our catalogues takes you to a list of downloadable catalogues published by Education Services Australia.

Software analyser ensures that your computer is able to use all the features that Scootle has to offer.

FAQs (Frequently Asked Questions) provides answers to many common questions about Scootle.

Guide to resource types explains all the different types of Scootle content that you can use.

Scootle user guide, **School manager guide** and **Jurisdiction administration** link you to the three manuals for using Scootle.

Career development provides links that may be useful in your career.

Navigation bar

Home returns you to Scootle's home page.

Advanced search allows you to make specific, targeted searches of learning content by restricting the learning area, year level, content type and metadata fields searched.

Find by learning area lets you discover content by browsing all available resources for a specific learning area.

Find on map allows you to find learning content that is tagged against a specific location.

Find on timeline allows you to find learning content that is tagged as belonging to a specific date or time period.

A to Z allows you to browse all of the digital curriculum resources alphabetically.

Learning paths allows you to create, share and search for learning paths.




Overview

My Scootle dashboard



You are logged in as [improve.co@curriculum.edu.au](#) | [Log out](#) | [Student PIN access](#) | [My dashboard](#) | [Contact us](#) | [Accessing Scootle](#)



[Home](#)
[Advanced search](#)
[Find by learning area](#)
[Find on map](#)
[Find on timeline](#)
[A to Z](#)
[Learning paths](#)

Administration

Manage
» My details

Shared learning paths

Shared with
» Public

My learning paths

My learning path folders


Tips and guidelines


» Guidelines and obligations to manage collaborative activities

My Scootle dashboard
Julie Brown

Top 10 Scootle resources

Sample learning paths shared nationally


The Learning Federation is a project of Education Services Australia Ltd on behalf of the Australian, Australian Capital Territory, Northern Territory, Queensland, South Australian, Tasmanian, Victorian and Western Australian governments.


Education Services Australia
a range of curriculum education

Administration

By selecting **My details** you can update your profile in Scootle. More information is provided on page 9.

Shared learning paths

Here, you can view learning paths that are shared with all users.

Learning paths are explained in detail on pages 27–48.

My learning paths

Use these links to access your learning path folders, to create a new learning path, and to view and manage learning paths that others have shared with you.

Learning paths are explained in detail on pages 27–48.

Tips and guidelines

Here, you can read a few tips and guidelines on using some of the key functions of Scootle.

Sample learning paths shared nationally

These learning paths are available to all states and territories in which Scootle is available. They will give you a feel for the ways in which you can use learning paths.

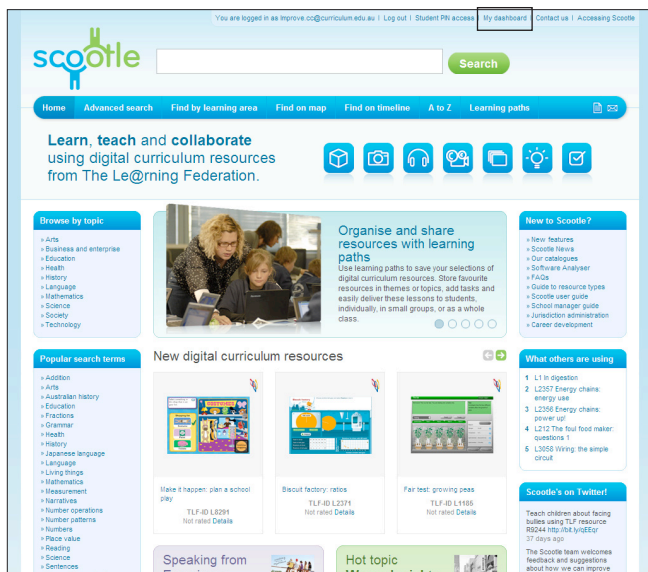
Top 10 Scootle resources

The ten most frequently accessed Scootle resources are listed here.

How to Update my details

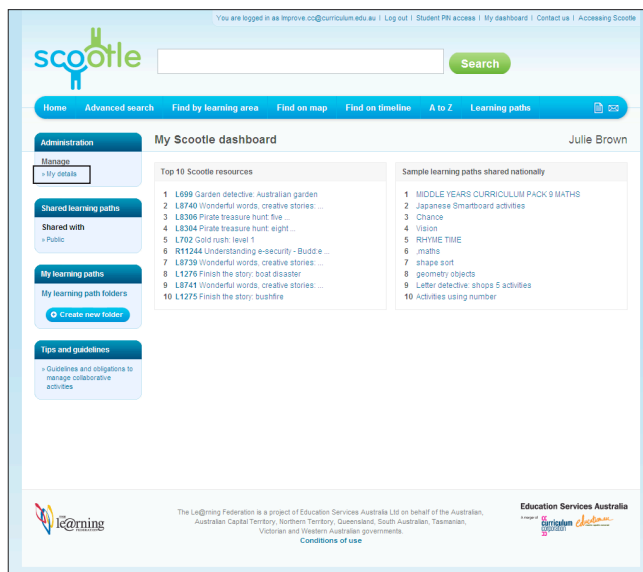


Step 1 Select My dashboard



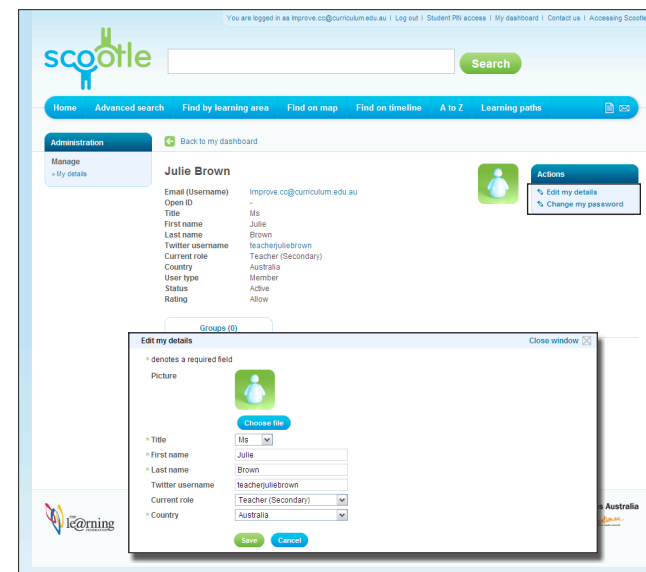
Once you have logged in you can manage your account by selecting **My dashboard** in the utility navigation area.

Step 2 Select Manage details



In the left-hand column, under **Administration**, select **My details** to view and update your details.

Step 3 Update details and save



On the right-hand side, under **Actions**, select **Edit my details** to update your title, first name, last name, Twitter username, current role and country. You can also upload a photo of yourself by selecting **Choose picture**. (For further details see page 10.)

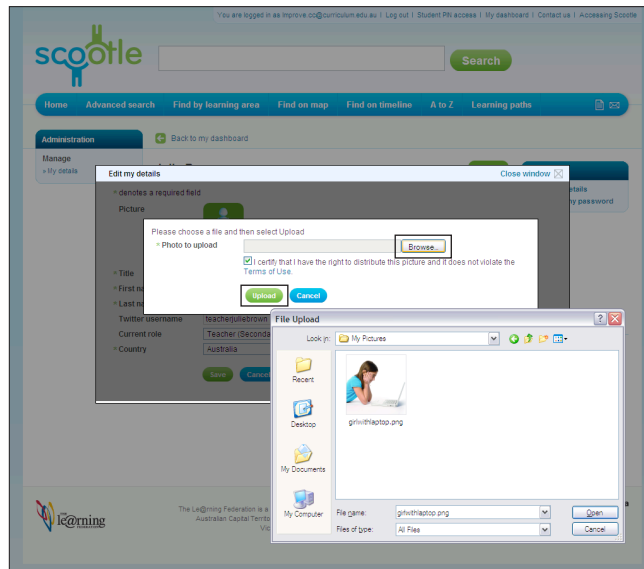
Edit any details that you want to change and select **Save**, or select **Cancel** to exit without saving your changes.

Your personal details will never be shared with anyone or used for commercial purposes.

How to Upload and change my picture



Step 1 Select a photograph



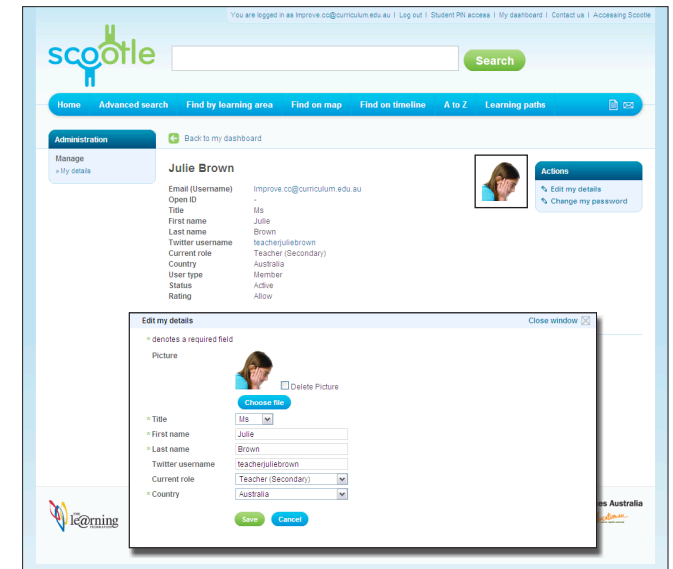
Under **Edit my details** select **Choose file**. Select **Browse** (or **Choose file**) to locate the image you would like to use, making sure to highlight the rights box, then select **Upload**.

Step 2 Select an area of the image



Select the area of the image that you would like to use as your picture by dragging the highlighted box with your mouse. When you are pleased with the result select **Save**.
Your image will automatically resize to a small 64 x 64 pixel square.

Step 3 Save and return to details



Your new picture is now displayed. You can delete your picture at any time by selecting **Edit my details**, then selecting the **Delete picture** check box and saving.
This picture is used to identify you in Scootle's collaborative activities.

How to Access learning paths with a student PIN



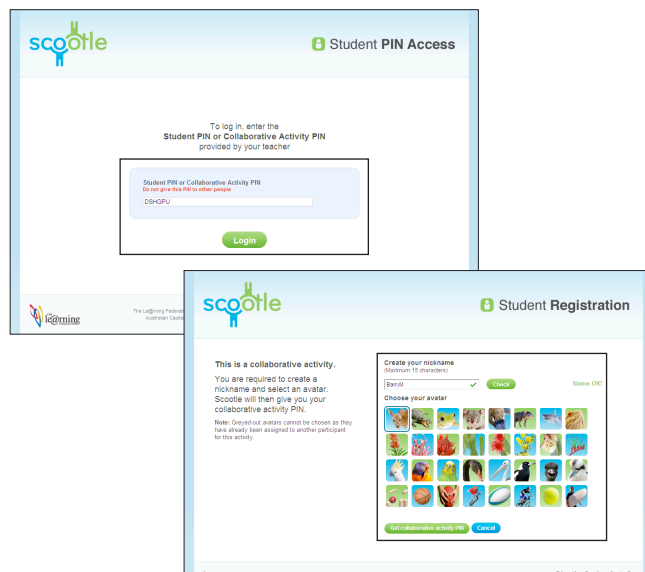
Step 1 Go to the Student PIN access page



Students access teacher-created learning paths by entering the learning path PIN provided by their teacher. Learning paths are explained in detail on pages 27–48.

To begin they select **Student PIN access** in the navigation bar.

Step 2 Enter student PIN



Students enter the six-letter Student PIN provided by their teacher in the text box provided – the PIN is not case-sensitive. Then they select **Login** and are prompted to choose a nickname and select an avatar.

If they have already begun to collaborate and are returning to the activity, entering their eight-letter Collaborative Activity PIN in this text box and selecting **Login** will take them straight to the activity.

Step 3 Access learning path



Students then have access to the learning path developed by their teacher. Their login details appear in the navigation bar.